

**From:** [McMahon, Daniel](#)  
**To:** [Morgan, Melinda](#)  
**Subject:** RE: "Declassified" stamp  
**Date:** Thursday, August 3, 2023 1:55:58 PM  
**Attachments:** [Parrette Cover and Figure With Declassified Stamp.pdf](#)

---

Hi Melinda,

It has been a little while since we've added the declassified stamp, I have attached a copy of how I set it up, can you confirm that this is up to standard? I added a text Box for Initial and a date box for the date.

Thanks,  
Dan McMahon  
Region 2 Records Center  
KBS/Cadence Group, Contractor to the U.S. EPA  
732-321-4480

---

**From:** Yeh, Alice <Yeh.Alice@epa.gov>  
**Sent:** Thursday, August 03, 2023 1:40 PM  
**To:** Morgan, Melinda <Morgan.Melinda@epa.gov>  
**Cc:** Region2 SFRecordCtr <SFRecordCtr.Region2@epa.gov>  
**Subject:** "Declassified" stamp

Attached is the document that needs to be "Declassified".

---

**From:** Morgan, Melinda <[Morgan.Melinda@epa.gov](mailto:Morgan.Melinda@epa.gov)>  
**Sent:** Thursday, August 3, 2023 1:33 PM  
**To:** Hick, Patricia (she/her/hers) <[Hick.Patricia@epa.gov](mailto:Hick.Patricia@epa.gov)>; Yeh, Alice <[Yeh.Alice@epa.gov](mailto:Yeh.Alice@epa.gov)>  
**Cc:** Flanagan, Sarah <[Flanagan.Sarah@epa.gov](mailto:Flanagan.Sarah@epa.gov)>; DeLuca, Kathryn <[deluca.kathryn@epa.gov](mailto:deluca.kathryn@epa.gov)>; Fajardo, Juan <[Fajardo.Juan@epa.gov](mailto:Fajardo.Juan@epa.gov)>  
**Subject:** RE: FOIA Assignment for EPA-R2-2023-004728

Hi Alice,

The Adobe stamp that we use is a Custom Stamp that we created in Adobe Acrobat. The Records Center team has this Custom Stamp. If you all have documents that need to be "DECLASSIFIED" with the stamp and initialed and dated, then you can send us the first page or the entire file and we will add the stamp on the top of the first page and email back to you.

We are happy to assist!!

Regards,

Melinda Morgan  
Superfund Records Manager  
US EPA – Region 2  
SEMD-PSB-RMCRS  
Ph: (212) 637-4355